



CITY OF PULLMAN

Public Works and Planning Departments

325 S.E. Paradise Street, Pullman, WA 99163
(509) 338-3220 or (509) 338-3213 Fax (509) 338-3282
www.pullman-wa.gov

MEMORANDUM

TO: Pullman Historic Preservation Commission

FROM: Pete Dickinson, Planning Director
Jason Radtke, Assistant Planner JR

FOR: Meeting of March 14, 2016

SUBJECT: Historic Preservation Commission Business

DATE: March 7, 2016

The material below provides background information for the agenda item to be addressed by the HPC at its March 14 meeting.

1. Discuss the Application for the Next CLG Grant Period.

At its February 8 meeting, the HPC directed staff to pursue a CLG grant in order to hire a student intern to develop a mobile application ("app") based upon the walking tour brochure created as a cooperative effort between WSU and the HPC. This proposal is similar to the proposal submitted last year. One of the primary criticisms of the previous proposal by the Department of Archaeology and Historic Preservation (DAHP) was that the budget did not appear adequate for what was suggested, and that the City would have difficulty finding a programmer who would undertake the project for so little money. I have attached the budget page from last year's application to provide a frame of reference.

To avoid this problem this year, staff has proposed increasing the amount of funds requested to \$20,000 and/or hiring a student intern. Further research on the part of staff (also suggested by DAHP) indicates that it takes 210 hours to develop an Apple app with a database structure and 250 hours for a Google app. If \$20,000 is requested, this would create an hourly rate of \$43.48, which staff feels is far too much for a student intern position. Conversely, at a more reasonable rate of \$15 per hour for a student position, the amount requested would be closer to \$7,500. Given this information, staff would appreciate direction from the Commission as to which alternative you wish to pursue during this grant cycle.

VI. PROJECT BUDGET

ELEMENT/OBJECT

Salaries (include each position- volunteer or staff – and attach hourly wage justification if needed)	Federal Dollars (CLG grant requested)	Hard Match* (Local government cash match = Staff Hours)	Soft Match* (Donated goods and services = volunteer hours)	Total
Assistant Planner		100 hr@\$46.20/ hr=\$4,620.00		\$4,620.00
Planning Director		36 hr@\$63.37/hr =\$2,281.32		\$2,281.32

Indirect % (*Include justification for indirect %)				
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Total Element/Object:		\$6,901.32		\$6,901.32
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GOODS & SERVICES

Contract Services	Federal Dollars	Hard Match	Soft Match	Total
Development on Apple platform	320 hr@\$16.66/ hr=\$5,331.20			\$5,331.20
Development on Google Platform	320 hr@\$16.66/ hr=\$5,331.20			\$5,331.20

Materials/Supplies/Equipment				
Printing & supplies		1000 copy@.15/ copy=\$150.00		\$150.00
Mailings		20@.46/item =\$9.20		\$9.20
Printing and supplies		\$250.00		\$250.00

Travel				

Other				
Add app to Apple Store	\$99.00			\$99.00
Add app to Google Play	\$25.00			\$25.00

Total Goods & Services:	\$10,786.40	\$409.20		\$11,195.60
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	Federal Dollars	Hard Match	Soft Match	Total Project Cost
Total Funding Request	\$10,786.40	\$7,310.52		\$18,096.92